

NOTES

TO: Honorable Mayor and City Council Members
FROM: Ann E. Wall, City Manager
DATE: June 5, 2019
SUBJECT: Materials for Your Information

Please find attached the following materials for your information:

1. A flyer for the Westpointe Park ribbon cutting and dedication ceremony on Saturday, June 8, 2019 at 9:30 a.m.
2. A memo from Tom Barnett, Director of Community Development, regarding an update on the Horizons 2026 Action Plan
3. A memo from Tom Barnett, Director of Community Development, regarding the 2019 John A. Sasso National Community Development Award
4. A memo from Gary Fenton, Director of Recreation and Parks, regarding Summer Camps and programming
5. A memo from Mark Holtzman, Chief of Police, regarding 2019 Fall Citizens Police Academy
6. An agenda for the June 11, 2019 meeting of the Police Community Relations Committee and minutes from the May 14, 2019 meeting
7. A memo from Byron Hayes, Director of Financial Services, regarding MWBE participation update

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Attachments

Westpointe Park



RECREATION AND PARKS

Ribbon Cutting and Park Dedication

9:30 a.m. | Saturday, June 8

Community Development

Department

MEMO

TO: Ann Wall, City Manager
FROM: Thomas Barnett, Director of Community Development
DATE: May 28, 2019
SUBJECT: Horizons 2026 Action Plan Update



Update on Horizons 2026 Action Items

Please see the attached Implementation Plan Updates for the Horizons 2026 Action Items. This list have been updated as of May 24, 2019. Staff is continuing to track and work on the implementation of these Items.

Cc: Ken Graves, Assistant City Manager

1107293

Horizons 2026 Priority Implementation Action Items #1-17: Grouping & Status of Implementation

May 24, 2019
Doc. #1109002

GROUP 1: COMPLETED OR IN ADVANCED PROGRESS

Action #	Summary Title of Actions	Summaries of Accomplishments
5	Development Incentive Program	Office of Economic Development prepared & Council adopted
6	Implement Dickinson Ave. Study	Infrastructure installed, new mixed-use development, GTAC
7	Establish Information Sharing	CD shared Planning staff for SW Bypass Land Use Study. CD staff on MidEast Commission. ECU/City Town and Gown
8	Develop historic preservation plan	Investment in staff serving HPC, CD updated FIG procedures/eligible area & Council adopted, CMO and City Council doubled FIG budget & HPC procedures have been updated.
10	Support Community Gardens	City successfully started gardens, yet challenge remains to keep residents active in maintenance. CD staff received training and coordinates with Pitt County.
		Update as of May 24, 2019: Housing Division staff continues to lease flood lots for personal and community gardening
12	Convene/Coordinate Transit	B.K. Butterfield Transportation Center opened Aug. 9, 2018
16	Implement Watershed Master Plans	March 15, 2018 Groundbreaking for \$33M. Town Creek Culvert and is expected to last 30 months.
		Update as of May 24, 2019: It is anticipated that East 5 th Street will open near the end of June. Work continues along Reade Circle between Cotanche Street and East 5 th Street. Eight Street and Washington Street are also expected to open near the end of June.

GROUP 2: WORK HAS COMMENCED OR WILL COMMENCE WITHIN 3-6 MONTHS

Action #	Summary Title of Actions	Summaries of Accomplishments
1	Adopt Mixed Use Zoning	Library of resources have been prepared with work to commence after CD staffs up two Planner II positions and will be showcased in a Downtown Master Planning Process.
2	Adopt Uptown Design Standards	CMO and City Council doubled FIG budget while award recipients criteria is based on design standards. HPC and staff reviews existing local landmarks based on design standards. Staff processing new local landmark request for State Theater. Staff used Uptown for Mayors Institute for City Design (MICD). Design Standards will be incorporated into a Downtown Master Planning Process.

3	Develop Corridor Design Standards	Review & enhancement of prior standards underway: incorporate into Downtown Master Planning.
		Update as of May 24, 2019: Staff continues to review prior standards. Currently, the PWD is soliciting bids for a new gateway entrance sign and proposing a new location for the existing sign located off Allen Rd and Stantonsburg Rd.
4	Peripheral Apartment Strategy	Council funded and consultant presented Student & Market-Rate Apartment Analysis, January 2018. Horizons 2026 designated target complex north of Tar River as Commercial to address. This complex has been re-branded Paramount 3800 and is operational at this time.
		Update as of May 24, 2019: CDD Staff is reviewing potential options and is discussing this issue with student multi-family complexes.
13	Develop a Green Energy Plan	B.K. Butterfield Transportation Center; Regulatory Reforms in Solar; Lime Bikes; Sidewalk Requirements for Commercial Development; and PW Coordination with NC-DOT for reducing traffic signal changes combined with sidewalks in ROW's.
		Update as of May 24, 2019: Recently the City Council recommitted to greenhouse emissions. Continue actions in departments where feasible to build efficient and sustainable processes in building and construction. The Environmental Advisory Commission has been directed to work with experts in the city to evaluate how successful the city has been at controlling/reducing our carbon footprint.
17	Strategies to Stabilize & Revitalize Neighborhood University	City and ECU funded Code Enforcement Officer exclusively dedicated to TRUNA area successfully. PW installed street trees, ADA compliant crosswalks, and pedestrian signals. Staff, P&Z, HPC and ECU instrumental in saving and revitalizing the historic Proctor-Yongue House for ECU office rather than demolition in 2018. CD Director and Division Heads creating a working group to provide additional focus. Planning on a coordinated, multi-partner, concentrated housing effort in West Greenville called the Lincoln Park project. Tie in West Greenville and the GRID neighborhoods in a Downtown Master Planning process.
		Update as of May 24, 2019: Staff is currently drafting a RFP to examine the GRID neighborhood as part of an Uptown Master Plan.

GROUP 3: WORK HAS NOT COMMENCED

Action #	Summary Title of Actions	Summaries of Accomplishments
9	Require Parks for Neighborhoods	Discussions need to be held among CD and Rec and Parks
		<p>Update as of May 24, 2019: Recreation and Parks staff certainly see such requirements as beneficial to providing a high quality of life across all corners of the City. However, some important needs must also be addressed when such regulations are enacted:</p> <ol style="list-style-type: none"> 1. There must be a timely appropriation of capital money to enable development of the set aside land within a reasonable time frame. 2. There must be the resources available to maintain the land, if needed, until development. 3. There must be operating funds available to maintain any new park, recreation facility, or greenway that results.
11	Fiscal Impacts of Annexations / CIP	CD staff can provide the potential revenues from annexation on a quarterly basis.
14	Pedestrian Bridge over Tar River	Project on hold until funding is secured.
15	Redevelopment of 1 st Street	Several OED conversations with Pitt County on ownership.

Community Development

Department

MEMO

TO: Ann Wall, City Manager
FROM: Thomas Barnett, Director of Community Development
DATE: June 3, 2019



SUBJECT: 2019 John A. Sasso National Community Development Award

The Community Development Department is pleased to inform council of Housing national recognition. Our Housing Division was one of nine recipients to receive the John A. Sasso Award nationwide.


This recognition acknowledges outstanding National Community Development Association (NCDA) member efforts to promote and celebrate Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Programs during National Community Development Week.

These resources make possible creation and preservation of affordable housing, public facilities and infrastructure improvements, support of public services, and elimination of slum and blight in neighborhoods. Staff hosted several events during the week of April 22-27 to engage and educate the community around topics related to affordable housing.

This year marked the 45th anniversary of the CDBG program, the 27th anniversary of the HOME program, and the 19th anniversary of the John A. Sasso National Community Development Week Award. Staff will receive the award on behalf of the City at the NCDA awards luncheon on Friday, June 21st in Jacksonville, FL.

Cc: Ken Graves, Assistant City Manager
Tiana Berryman, Housing Administrator

Memo

To: Ann Wall, City Manager
From: Gary Fenton, Director of Recreation and Parks 
Date: June 5, 2019
Re: Summer Camps and Programming

Recreation and Parks began accepting registration for all summer camps on February 4. Most summer programming will begin Monday, June 10th. The following is a summary:

- Day camps will be offered at six recreation sites and open to youngsters five to twelve year of age. These day camps, which provide early drop off and late pick-up options for parents, are being offered at H. Boyd Lee Park, South Greenville Recreation Center, Drew Steele Center, Eppes Recreation Center, Greenfield Terrace Park, and the Greenville Aquatics & Fitness Center.
- Staff have organized two camps for teenagers aged 12-15. *Teen Voyager* is an all day camp that takes place at The Sports Connection and *Teen Extreme* offers a shorter camp (ending at 3:30pm) at the Elm Street Center. Both of these camps have activities with a leadership focus and provide opportunities for volunteering.
- Staff at the Jaycee Park Center have organized various camps this summer related to arts and crafts. *Famous Artist Camp* provides participants the opportunity to learn various art mediums during a one week camp and create pieces of art they take home. Staff are also looking forward to four sessions of dance camp, which are also nearing capacity.
- Youth Athletic staff are planning various sport-specific camps which begin June 10th. Sports include baseball, basketball and soccer. Ages for these camps vary and staff expect an overall total of 175 participants. These camps will allow participants to increase their skills in a specific sport in a non-competitive environment.
- River Park North staff are planning various nature camps for the summer including *Nature's Explorers Camp* and *Preschool Nature Explorers Camp*. These camps promise to be fun as campers participate in a variety of outdoor and nature-related activities such as fishing, kayaking, and hiking. Both of these camps have openings available and will continue registration until camp begins.
- The Greenville Community Pool will open Saturday, June 8th. Each GRPD summer day camp will utilize the pool weekly during the morning hours. Swim lessons are also available and can be arranged by contacting the Aquatics staff.

The pool is open to the public during the hours below:

- Monday, Thursday and Friday 1:30 PM-5:00 PM;
 - Tuesday and Wednesday 1:30 PM-7:00 PM;
 - Saturday 11:00 AM – 4:00 PM
 - Sunday 1:00 PM – 5:00 PM
- Splashpoint sprayground at Dream Park will be open for the season June 10th – August 11th.
Summer hours are:
 - Monday – Saturday, 12:00 PM – 6:00 PM and Sundays, 1:00 PM – 6:00 PM

Staff are finalizing all plans for the 2019 summer camp program, which included training nearly 70 part-time employees. Our six-session training program concluded on Thursday, May 30th and each camp will have individual staff meetings up to the first day of camp. Summer camp employees were required to attend approximately 30 hours of training, which also included obtaining their CPR/First Aid Certification through the American Red Cross.


Please let me know if there are any questions. 10402

cc: Michael Cowin, Assistant City Manager



POLICE DEPARTMENT

Memorandum

To: Ann Wall, City Manager
From: Mark Holtzman, Chief of Police 
Date: June 3, 2019
Subject: 2019 Fall Citizens Police Academy

As you know, the Greenville Police Department (GPD) holds two sessions of the Citizens Police Academy (CPA) during the year. As we just held graduation for our spring session, plans are underway for the fall session, which is scheduled to begin in September. For this class, we would like to offer the Mayor and City Council members the opportunity to nominate three (3) citizens each for the fall session. This will allow the chance for all districts of the City to be represented and provide citizens the chance to learn more in depth how GPD works daily to protect and serve our community.

We ask the Mayor and each Council member to provide GPD with the names of the selected individuals by **July 15, 2019**. If there are still available seats remaining after that date, we will then publicly advertise the class and solicit individuals to fill any vacant slots.

The CPA runs for 10 weeks (September through mid-November) and class is held from 6:00 pm – 7:30 pm on Thursday nights each week. A light dinner is also provided for most classes. Names can be submitted to Sgt. Dale Mills (dmills@greenvillenc.gov). Thank you for the opportunity to share this great resource with the Mayor and City Council.

GPD Mission Statement

The Greenville Police Department exists to enhance public safety and quality of life, in partnership with all people in our community, by preventing crime with honor and integrity.



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POLICE COMMUNITY RELATIONS COMMITTEE AGENDA

Tuesday, June 11, 2019. 6:30PM

200 West 5th Street

Greenville, NC. City Hall - Room #337

Greenville, NC. 27835

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- 1) Call to Order – Greg Rubel, Chair
 - 2) Roll Call
 - 3) Approval of the Agenda – June 11, 2019
 - 4) Approval of Minutes – May 14, 2019
 - 5) State briefly the Mission of the Committee and purpose of the meeting
 - 6) Topic: Uptown/Center City Safety
 - 7) Public Expression and Questions
 - 8) Vote on amendment to the PCRC by-laws (“begin time of regular meetings”)
 - 9) ADJOURN

NOTE: To maintain order of the board and clarity of recording, please allow one person to speak at a time.

The Police Committee Relations Committee Mission Statement: Serve as a liaison between the community and the police. To serve as an advocate for programs, ideas, and methods to improve relations between the community and the police. To disseminate information to the community and the City with regard to the state of relations between the community and the Greenville Police Department. To assist and promote the community education efforts concerning safety awareness and community and individual awareness.



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THE POLICE COMMUNITY RELATIONS COMMITTEE (PCRC)

In partnership with

The Greenville Police Department

What - *Will hold a meeting on,*

Uptown/Center City Safety

1. Maintenance of public order;
2. Crime prevention activities;
3. Preventive patrol;
4. Response to calls for service;
5. Investigation of crimes, offenses, incidents, and;
6. Traffic direction and control

When: Tuesday June 11th, 2019

6:30pm

Where: Greenville City Hall – Room #337

Speakers - Captain Richard Tyndall – GPD Center City Commander

Also, Officers assigned to the Center City Patrol.

* Question and answer period / after the speakers presentation.

SUMMARY MINUTES FOR THE POLICE COMMUNITY RELATIONS COMMITTEE

May 14th, 2019

Sgt. Dale Mills called the Police Community Relations Committee meeting to order at 6:30 p.m., at Newks Eatery, Greenville, NC. Sgt. Dale Mills welcomed everyone to the meeting. He explained the reason for the meeting at the Newks restaurant was so that the PCRC meetings were held in all districts throughout the city.

INTRODUCTION OF COMMITTEE MEMBERS

Carol Ann Bass, Vice Chairperson, informed everyone that Greg Rubel, Chairperson was unable to attend due to illness. She asked the committee members to introduce themselves.

Committee members present:

Carol Ann Bass, District 5
Scott Snyder, District 4
Gregory Barrett, District 1
Betsy Ray, Mayoral
Lennard Naipaul, District 2

City Staff Members present:

Chief Holtzman	Officer A. Blackmon
Sgt. Dale Mills	Officer K. Goodman
Billie Jo Viverette	Officer C. Lewellyn
Devinder Culver	Officer T. Greene
Donald K. Phillips	Officer R. McClain

Council Member Will Litchfield
Council Member Brian Meyerhoeffer
Council Member Rick Smiley

Excused Absence

Greg Rubel, Chairperson, District 3
Dr. Louis Warren, At-Large

APPROVAL OF THE AGENDA

Gregory Barrett made a motion; seconded by Betsy Ray. The agenda was unanimously approved.

APPROVAL OF THE MINUTES

Motion was made by Gregory Barrett; seconded by Betsy Ray. The minutes were unanimously approved.

Carol Ann read the mission statement. She explained that the topic for tonight is "Neighborhood Policing" and that she invited officers to come and speak to the group. She asked the officers to introduce themselves.

Officer McClain explained the duties and purpose of the Neighborhood Policing officers. He discussed in detail how the officers interact with the communities that they are assigned to. He talked about the crimes that they tend to see the most; the one that occurs most often is property stolen from parked vehicles.

He talked about the importance of locking vehicles and keeping property out of sight within the vehicles. He discussed the importance of writing down serial numbers of property and how it helps officers when locating property.

Officer McClain then discussed environmental preventions that citizens can do to protect their property. He discussed in detail how landscaping and efficient outdoor lighting can help prevent break-ins. He also talked about different locks on doors and windows that can prevent break-ins. He informed the group that there is a form called Vacation House Check that can be filled out when residents go on vacation. He explained that the form gives the police the dates on which the house will be vacate; and that it notifies them when they need to give that address extra attention.

There was discussion on various apps and programs that can be used to assist in crime prevention. The group was informed about the Crimestoppers program also.

Officer Blackmon encouraged everyone to call the police department anytime they see suspicious cars or activity in neighborhoods. She explained how important that information is for officers to investigate criminal activity.

Officer McClain encouraged everyone to make contact with him by email with further information or questions. His work email is: rmclain@greenvillenc.gov.

Carol Ann thanked everyone for coming. She discussed with the board members if they were interested in changing the time of the meetings. All agreed they were interested. There will be further discussion at the next meeting.

Motion was made to adjourn the meeting by Betsy Ray; seconded by Scott Snyder. The meeting adjourned.

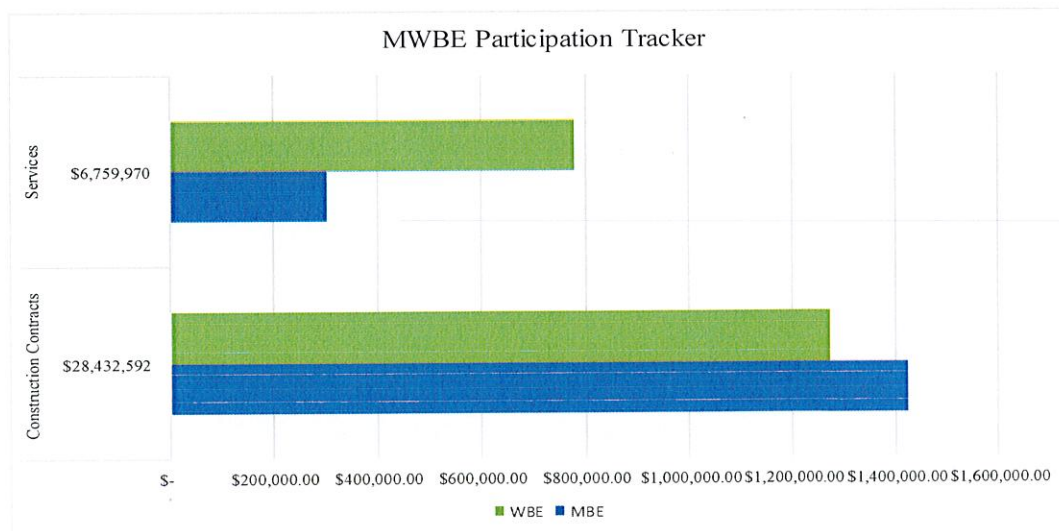
MEMORANDUM

TO: Ann Wall, City Manager
FROM: Byron Hayes, Director of Financial Services *BH*
DATE: June 5, 2019
SUBJECT: MWBE Participation Update

On May 9, 2019, a request was received for an update related to the MWBE Participation goals. Currently, the MWBE participation goals are 10% utilization for minority-owned business enterprises (MBE) and 6% utilization for women-owned business enterprises (WBE). During the current year, MBE actual utilization stands at approximately 5% while WBE actual utilization stands at approximately 6%.

As evident in the chart below, this year's MBE utilization has been consistent for both construction contracts and services. With concerns to WBE utilization, services have been the driving force behind the current year total goal achievement. Of the \$35.2 million spent by the City for construction contracts and services in Fiscal Year 2019, approximately \$3.78 was comprised of MBE and WBE utilization.

	Construction	Services	Total
Total Expenditures	\$ 28,432,592	\$ 6,759,970	\$ 35,192,562
MBE Utilization	1,424,824	302,472	1,727,295
WBE Utilization	1,273,582	779,737	2,053,319
Total	\$ 2,698,406	\$ 1,082,209	\$ 3,780,614
MBE Utilization %	5.01%	4.47%	4.91%
WBE Utilization %	4.48%	11.53%	5.83%



Please let me know if you have any questions upon review of the information.